

**Building Inspections - Re: Building Permit - Amendment**

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**From:** Michelle Santiago <chellesantiago@hotmail.com>  
**To:** Building Inspections <buildinginspections@portlandmaine.gov>  
**Date:** 2/26/2016 3:21 PM  
**Subject:** Re: Building Permit - Amendment  
**CC:** Shawn Agren <shawnagren@hotmail.com>

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On the amended application, we left the "cost of work" and "total fees" the same as what was started on the original application. Although it appears from your email that we should have revised this section to note the cost associated with the changes only. Since the changes we are requesting are simply changing the framing dimensions, there is no real "cost" associated with these changes as the cost was included with our original application.

Could I revise the fee section to indicate \$0 for the "cost of work" and send that to you?

Thank you for your assistance.

Best regards,  
Michelle

Sent from my iPhone

On Feb 26, 2016, at 1:51 PM, Building Inspections <[buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov)> wrote:

Yes, you still need to pay the fees. An amendment should require documentation (and charges) only on the *changes* from the original permit (hence why you need to get an *amendment* application). You shouldn't be paying for the exact same fees twice. On this amendment application, did you provide the fees for the changes ONLY?

>>> Michelle Santiago <[chellesantiago@hotmail.com](mailto:chellesantiago@hotmail.com)> 2/26/2016 1:42 PM >>>  
Thank you for the update to let us know a preliminary review has been completed.

I have a question on the invoice. Since this is an amendment to an existing building permit, do we need to pay the fees again? We originally paid the fees in October prior to the permit being issued. While changes are being made such that we need to amend the permit, the changes do not effect the cost of work for which the permit fees are based so payment of the invoice appears to be duplicative. Please advise.

Thank you,  
Michelle

Sent from my iPhone

On Feb 26, 2016, at 8:34 AM, Building Inspections <[buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov)> wrote:

The Inspections Division has received your application, has done a preliminary completeness check of your documents and entered the application in our

system. An invoice has been attached to this e-mail. Payments can be made by mail, in person, or online at [Pay your Invoice](#). Please reference the Application ID number when submitting your payment. This number is found at the top of your invoice. Your total amount due is: **\$124.00**  
 This is not an approval of your permit. Work cannot commence until the permit is issued. Once paid, for your convenience, you can review the status of your permit on line: <http://www.portlandmaine.gov/792/Permit-Status>

>>> Michelle Santiago <[chellesantiago@hotmail.com](mailto:chellesantiago@hotmail.com)> 2/22/2016 12:34 PM  
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Dear Sir/Madam,

A building permit was issue for our property located at 92 Baxter Boulevard on November 12, 2015, Building Permit ID 2015-02470. We are now submitting an amendment to that permit using the Fast Track application process. We are amending the permit to change framing to accommodate the installation of a half-bath on the first floor. Included with this amendment request is also a revision to the framing detail of the hall floor on the 2<sup>nd</sup> floor to change the joist dimensions from 2"x 10" joists to 2"x 8".

Please find attached the following documents:

- <!--[if !supportLists]-->1. <!--[endif]-->Fast Track Project Application
- <!--[if !supportLists]-->2. <!--[endif]-->Amended Building Permit noting amendment to project description
- <!--[if !supportLists]-->3. <!--[endif]-->Floor Plans with existing and proposed views
- <!--[if !supportLists]-->4. <!--[endif]-->Framing details

I have included all floor plans and framing details that we submitted with our original application. The floor plans and framing details that are being amended are noting as "Amended" in the file title. Please let me know if you have any questions regarding the attached application or plans. We will submit separately the required plumbing permit needed for the installation of the half-bath.

Thank you,  
 Michelle  
 (207) 653-3864

<92 Baxter Blvd rptInvoice.pdf>